



Development Services

ZBA Variance Application

For Office Use Only

Date Received: _____

Case Number: _____

ZBA Hearing Date: _____

Case Contact: _____

General Information Required
(Please print or type)

Owner's Name

Telephone No.

Owner's Address

City

State

Zip Code

Applicant Name

Telephone No./ Fax No.

Applicant Address

Agent/Engineer Name

Telephone No./ Fax No.

Agent/Engineer Address

Site Information Required

Address or General Location of the Site

Subdivision

Block

Lot(s)

Acres

Legal Description of the Property

Current Use of Property

Zoning:

Zoning Information

Specific description of variance requested:

Reason for variance request:

List special conditions or hardships (other than financial):

Describe any existing encroachments or non-conformities within 250' of your property:

Certification

I hereby certify that I am the owner of the above described property for the purpose of this application. I also certify that I have been informed and understand the regulations regarding this process as specified by City Ordinance. I also understand it is necessary for me or my authorized agent to be present at any and all public hearings in regard to this case.

Owner's Signature

Owner's Printed Name

Owner's Mailing Address

Owner's Telephone

I hereby authorize the person designated below to act as my agent for the application, processing, representation and/or presentation of this request. The designated agent shall be the principal contact person with the City in processing this application.

Owner's Signature

Owner's Printed Name

Agent's Signature

Agent's Printed Name

Agent Authorization

In lieu of representing this request myself as owner of the subject property, I hereby authorize the person designated below to act as my agent for the application, processing, representation and/ or presentation of this request. The designated agent shall be the principle contact person with the City (and vice versa) in processing and responding to requirements, information, or issues relevant to this request.

Owner's Signature

Owner's Printed Name

Agent's Signature

Agent's Printed Name

Agent's telephone number

Agent's Address